

**Local Planning Authority details:****Development Control**

Royal Borough of Kingston upon Thames  
 Guildhall 2  
 Kingston upon Thames  
 KT1 1EU

[www.kingston.gov.uk/planning](http://www.kingston.gov.uk/planning)



## Application for Planning Permission

### Town and Country Planning Act 1990 (as amended)

#### Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

### Site Location

**Disclaimer:** We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)  Northing (y)

Description

## Applicant Details

### Name/Company

Title

Ms

First name

Veronica

Surname

Miller

Company Name

### Address

Address line 1

391, Ewell Road

Address line 2

Address line 3

Town/City

Surbiton

County

Country

Postcode

KT6 7DG

Are you an agent acting on behalf of the applicant?

Yes

No

### Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

## Agent Details

### Name/Company

Title

First name

Surname

Company Name

### Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

## Contact Details

Primary number

\*\*\*\*\* REDACTED \*\*\*\*\*

Secondary number

Fax number

Email address

\*\*\*\*\* REDACTED \*\*\*\*\*

## Site Area

What is the measurement of the site area? (numeric characters only).

533.00

Unit

Sq. metres

## Site information

**Please note:** This question is specific to applications within the Greater London area.

The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).  
[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

### Title number(s)

Please add the title number(s) for the existing building(s) on the site. If the site has no title numbers, please enter "Unregistered".

**Title Number:**  
TGL95346

### Energy Performance Certificate Number

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?

- Yes  
 No

### Public/Private Ownership

What is the current ownership status of the site?

- Public  
 Private  
 Mixed

## Description of the Proposal

Please note in regard to:

- **Fire Statements** - From 1 August 2021, planning applications for buildings of over 18 metres (or 7 stories) tall containing more than one dwelling will require a 'Fire Statement' for the application to be considered valid. There are some exemptions. [View government planning guidance on fire statements](#) or [access the fire statement template and guidance](#).
- **Permission In Principle** - If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.
- **Public Service Infrastructure** - From 1 August 2021, applications for certain public service infrastructure developments will be eligible for faster determination timeframes. See help for further details or [view government planning guidance on determination periods](#).

### Description

Please describe details of the proposed development or works including any change of use

Erection of a single-storey rear extension with 2 x rooflights, 1 x dormer window along with 3 x rooflights facilitating loft conversion. Alterations to the front elevation to create vehicular access, and conversion of the single dwelling to 2 x self-contained flats.  
Erection of a two-storey dwelling on land to the rear of the site. Along with associated landscaping, parking, cycle and refuse storage.

Has the work or change of use already started?

- Yes  
 No

## Further information about the Proposed Development

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Are the proposals eligible for the 'Fast Track Route' based on the affordable housing threshold and other criteria?

- Yes  
 No

Do the proposals cover the whole existing building(s)?

- Yes  
 No

### Current lead Registered Social Landlord (RSL)

If the proposal includes affordable housing, has a Registered Social Landlord been confirmed?

If the proposal does not include affordable housing, select 'No'.

- Yes  
 No

### Details of building(s)

Does the proposal include any new building and/or an increase in height to an existing building?

- Yes  
 No

### Loss of garden land

Will the proposal result in the loss of any residential garden land?

- Yes  
 No

### Projected cost of works

Please provide the estimated total cost of the proposal

Up to £2m

## Vacant Building Credit

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[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Does the proposed development qualify for the vacant building credit?

Yes

No

## Superseded consents

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[View more information on the collection of this additional data and assistance with providing an accurate response.](#)

Does this proposal supersede any existing consent(s)?

Yes

No

## Development Dates

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Please add the expected commencement and completion dates for all phases of the proposed development. If the entire development is to be completed in a single phase, state in the 'Phase Detail' that it covers the 'Entire Development'.

**Phase Detail:**

Entire Development

**When are the building works expected to commence?:**

2024-09

**When are the building works expected to be complete?:**

2025-09

## Scheme and Developer Information

**Please note:** This question is specific to applications within the Greater London area.

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### Scheme Name

Does the scheme have a name?

- Yes  
 No

### Developer Information

Has a lead developer been assigned?

- Yes  
 No

## Existing Use

Please describe the current use of the site

Residential C3

Is the site currently vacant?

- Yes  
 No

**Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.**

Land which is known to be contaminated

- Yes  
 No

Land where contamination is suspected for all or part of the site

- Yes  
 No

A proposed use that would be particularly vulnerable to the presence of contamination

- Yes  
 No

## Existing and Proposed Uses

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Please add details of the Gross Internal Area (GIA) for all current uses and how this will change based on the proposed development. Details of the floor area for any proposed new uses should also be added.

**Use Class:**

C3 - Dwellinghouses

**Existing gross internal floor area (square metres):**

160

**Gross internal floor area lost (including by change of use) (square metres):**

20

**Gross internal floor area gained (including change of use) (square metres):**

149

Total	Existing gross internal floorspace (square metres)	Gross internal floor area lost (including by change of use) (square metres)	Gross internal floor area gained (including change of use) (square metres)
	160	20	149

## Materials

Does the proposed development require any materials to be used externally?

Yes

No



Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

**Type:**

Roof

**Existing materials and finishes:**

Tiles

**Proposed materials and finishes:**

Tiles to match existing

**Type:**

Windows

**Existing materials and finishes:**

UPVC

**Proposed materials and finishes:**

UPVC

**Type:**

Boundary treatments (e.g. fences, walls)

**Existing materials and finishes:**

Timber

**Proposed materials and finishes:**

Timber

**Type:**

Walls

**Existing materials and finishes:**

Render Brickwork

**Proposed materials and finishes:**

Render to match existing Brickwork to match existing

**Type:**

Doors

**Existing materials and finishes:**

Timber

**Proposed materials and finishes:**

Timber

Are you supplying additional information on submitted plans, drawings or a design and access statement?

Yes

No

If Yes, please state references for the plans, drawings and/or design and access statement

391 Ewell Road\_08-01-24\_0-A3 (1-16)  
391 Ewell Road\_08-01-24\_0 Daylight and sunlight  
CIL form

## Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway?

- Yes  
 No

Is a new or altered pedestrian access proposed to or from the public highway?

- Yes  
 No

Are there any new public roads to be provided within the site?

- Yes  
 No

Are there any new public rights of way to be provided within or adjacent to the site?

- Yes  
 No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

- Yes  
 No

## Vehicle Parking

**Please note:** This question contains additional requirements specific to applications within Greater London.

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Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

- Yes  
 No

Please provide the number of existing and proposed parking spaces.

**Vehicle Type:**

Cars

**Existing number of spaces:**

2

**Total proposed (including spaces retained):**

3

**Difference in spaces:**

1

**Vehicle Type:**

Cycle spaces

**Existing number of spaces:**

0

**Total proposed (including spaces retained):**

6

**Difference in spaces:**

6

Please note that car parking spaces and disabled persons parking spaces should be recorded separately unless its residential off-street parking which should include both.

## Electric vehicle charging points

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Do the proposals include electric vehicle charging points and/or hydrogen refuelling facilities?

Yes

No

## Trees and Hedges

Are there trees or hedges on the proposed development site?

Yes

No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

Yes

No

**If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of the local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside the application. The local planning authority should make clear on its website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.**

## Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's [Flood map for planning](#). You should also refer to national [standing advice](#) and your local planning authority requirements for information as necessary.)

- Yes  
 No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

- Yes  
 No

Will the proposal increase the flood risk elsewhere?

- Yes  
 No

How will surface water be disposed of?

- Sustainable drainage system  
 Existing water course  
 Soakaway  
 Main sewer  
 Pond/lake

## Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

b) Designated sites, important habitats or other biodiversity features

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

c) Features of geological conservation importance

- Yes, on the development site  
 Yes, on land adjacent to or near the proposed development  
 No

### Supporting information requirements

Where a development proposal is likely to affect features of biodiversity or geological conservation interest, you will need to submit, with the application, sufficient information and assessments to allow the local planning authority to determine the proposal.

Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the local planning authority has been submitted.

Your local planning authority will be able to advise on the content of any assessments that may be required.

## Open and Protected Space

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Open Space

Will the proposed development result in the loss, gain or change of use of any open space?

Yes

No

Protected Space

Will the proposed development result in the loss, gain or change of use of a site protected with a nature designation?

Yes

No

## Foul Sewage

Please state how foul sewage is to be disposed of:

Mains sewer

Septic tank

Package treatment plant

Cess pit

Other

Unknown

Are you proposing to connect to the existing drainage system?

Yes

No

Unknown

If Yes, please include the details of the existing system on the application drawings and state the plan(s)/drawing(s) references

391 Ewell Road\_08-01-24\_0-A3 (1)

## Water management

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Please state the expected percentage reduction of surface water discharge (for a 1 in 100-year rainfall event) from the proposal

0

percent

Are Green Sustainable Drainage Systems (SuDS) incorporated into the drainage design for the proposal?

Yes

No

Please state the expected internal residential water usage of the proposal

140.00

litres per person per day

Does the proposal include the harvesting of rainfall?

Yes

No

Does the proposal include re-use of grey water?

Yes

No

## Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

Yes

No

## Residential Units

**Please notes:** This question contains additional requirements specific to applications within Greater London.

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### Residential Units to be lost

Does this proposal involve the loss or replacement of any self-contained residential units or student accommodation (including those being rebuilt)?

Yes

No

Please provide details for each separate type and specification of residential unit being lost or replaced. Please enter details for all units being lost or replaced even if there is no net change in number.

#### Residential Unit Type:

Semi Detached Home

#### Tenure:

Market for rent

#### Number of units, of this specification, to be lost:

1

#### GIA (gross internal floor area) per unit:

157.16 square metres

#### Habitable rooms per unit:

7

#### Bedrooms per unit:

4

#### Compliant with M4(2) of Approved Document M Volume 1 of the Building Regulations:

No

#### Compliant with M4(3)(2a) of Approved Document M Volume 1 of the Building Regulations:

No

#### Compliant with M4(3)(2b) of Approved Document M Volume 1 of the Building Regulations:

No

#### Providing sheltered accomodation?:

No

#### Providing specialist older persons housing?:

No

#### On garden land?:

No

**Communal space to be lost**

Please add details for every unit of communal space to be lost

**Residential Units to be added**

Does this proposal involve the addition of any self-contained residential units or student accommodation (including those being rebuilt)?

- Yes
- No

**Residential Unit Type:**

Flat, Apartment or Maisonette

**Tenure:**

Market for rent

**Who will be the provider of the proposed unit(s)?:**

Private

**Development type:**

Conversion

**Number of units, of this specification, to be added:**

1

**GIA (gross internal floor area) per unit:**

84.47 square metres

**Habitable rooms per unit:**

4

**Bedrooms per unit:**

3

**Compliant with M4(2) of Approved Document M Volume 1 of the Building Regulations:**

Yes

**Compliant with M4(3)(2a) of Approved Document M Volume 1 of the Building Regulations:**

No

**Compliant with M4(3)(2b) of Approved Document M Volume 1 of the Building Regulations:**

No

**Providing sheltered accomodation?:**

No

**Providing specialist older persons housing?:**

No

**On garden land?:**

No

**Residential Unit Type:**

Flat, Apartment or Maisonette

**Tenure:**

Market for rent

**Who will be the provider of the proposed unit(s)?:**

Private

**Development type:**

Conversion

**Number of units, of this specification, to be added:**

1

**GIA (gross internal floor area) per unit:**

70.34 square metres

**Habitable rooms per unit:**

3

**Bedrooms per unit:**

2

**Compliant with M4(2) of Approved Document M Volume 1 of the Building Regulations:**

No

**Compliant with M4(3)(2a) of Approved Document M Volume 1 of the Building Regulations:**

No

**Compliant with M4(3)(2b) of Approved Document M Volume 1 of the Building Regulations:**



No

**Providing sheltered accomodation?:**

No

**Providing specialist older persons housing?:**

No

**On garden land?:**

No

**Residential Unit Type:**

Detached Home

**Tenure:**

Market for rent

**Who will be the provider of the proposed unit(s)?:**

Private

**Development type:**

New Build

**Number of units, of this specification, to be added:**

1

**GIA (gross internal floor area) per unit:**

115.61 square metres

**Habitable rooms per unit:**

5

**Bedrooms per unit:**

3

**Compliant with M4(2) of Approved Document M Volume 1 of the Building Regulations:**

Yes

**Compliant with M4(3)(2a) of Approved Document M Volume 1 of the Building Regulations:**

No

**Compliant with M4(3)(2b) of Approved Document M Volume 1 of the Building Regulations:**

No

**Providing sheltered accomodation?:**

No

**Providing specialist older persons housing?:**

No

**On garden land?:**

Yes

**Communal space to be gained**

Please add details for every unit of communal space to be added

**Totals**

Total number of residential units proposed

3

Total residential GIA (Gross Internal Floor Area) lost

157.16	square metres
--------	---------------

Total residential GIA (Gross Internal Floor Area) gained

270.42	square metres
--------	---------------

**Mixed use residential site area**

Is this application for a mixed use proposal that includes residential uses?

- Yes  
 No

## Non-Permanent Dwellings

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Does this proposal involve the loss or gain of any non-permanent dwellings? Note that this covers any non-permanent dwellings if used as main residence (e.g. caravans, mobile homes, converted railway carriages), traveller pitches/plots or houseboat moorings.

- Yes  
 No

## Other Residential Accommodation

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Does this proposal involve the loss or gain of any other residential accommodation? Note that this covers all other permanent residential accommodation that is outside of Use Classes C3 and C4 (apart from student accommodation), including rooms that are specifically provided for older persons.

- Yes  
 No

## Waste and recycling provision

**Please note:** This question contains additional requirements specific to applications within the Greater London area. The Mayor can request relevant information about spatial planning in Greater London under [Section 346 of the Greater London Authority Act 1999](#).

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Does every unit in this proposal (residential and non-residential) have dedicated internal and external storage space for dry recycling, food waste and residual waste?

- Yes  
 No

## Utilites

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### Water and gas connections

Number of new water connections required

2

Number of new gas connections required

2

### Fire safety

Is a fire suppression system proposed?

- Yes  
 No

### Internet connections

Number of residential units to be served by full fibre internet connections

3

Number of non-residential units to be served by full fibre internet connections

0

### Mobile networks

Has consultation with mobile network operators been carried out?

- Yes  
 No

## Environmental Impacts

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### Community energy

Will the proposal provide any on-site community-owned energy generation?

- Yes  
 No

### Heat pumps

Will the proposal provide any heat pumps?

- Yes  
 No

### Solar energy

Does the proposal include solar energy of any kind?

- Yes  
 No

### Passive cooling units

Number of proposed residential units with passive cooling

0

### Emissions

NOx total annual emissions (Kilograms)

0.00

Particulate matter (PM) total annual emissions (Kilograms)

0.00

### Greenhouse gas emission reductions

Are the on-site Green House Gas emission reductions at least 35% above those set out in Part L of Building Regulations 2021?

Yes

No

### Green Roof

Proposed area of 'Green Roof' to be added (Square metres)

0.00

### Urban Greening Factor

Please enter the Urban Greening Factor score

0.00

### Residential units with electrical heating

Number of proposed residential units with electrical heating

0

### Reused/Recycled materials

Percentage of demolition/construction material to be reused/recycled

0

## Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees?

Yes

No

## Hours of Opening

Are Hours of Opening relevant to this proposal?

Yes

No

## Industrial or Commercial Processes and Machinery

Does this proposal involve the carrying out of industrial or commercial activities and processes?

Yes

No

Is the proposal for a waste management development?

Yes

No

## Hazardous Substances

Does the proposal involve the use or storage of Hazardous Substances?

- Yes  
 No

## Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- Yes  
 No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent  
 The applicant  
 Other person

## Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes  
 No

## Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff  
(b) an elected member  
(c) related to a member of staff  
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes  
 No

## Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)

Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

- Yes  
 No

Is any of the land to which the application relates part of an Agricultural Holding?

Yes

No

## Certificate Of Ownership - Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

\*\* "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

**NOTE:** You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person Role

The Applicant

The Agent

Title

Mr

First Name

Giles

Surname

Gough

Declaration Date

26/01/2024

Declaration made

## Declaration

I/We hereby apply for Full planning permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

I / We agree to the outlined declaration

Signed

Giles Gough

Date

26/01/2024

